

United States Department of the Interior
BUREAU OF LAND MANAGEMENT
National Business Center
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Denver, Colorado 80225-0047
<http://www.blm.gov/nbc>

In Reply Refer To:
1550 (BC-651)P

May 16, 2003

EMS TRANSMISSION
Information Bulletin No. BC-2003-055

To: All Washington Office and Field Office Officials
Attn: Publication Managers

From: Director, National Business Center

Subject: Publications Distribution List For Bulk Distribution DD: 6/11/03

It is time to update the Bureauwide distribution requirements for other agencies' publications for FY 2004. Using the attached form, state offices should gather the information from their field offices and submit a request for the entire state organization. Washington Office Group Managers should consolidate the needs of their teams. Those publications listed that are available electronically contain their INTERNET address. Where possible, please use the INTERNET to access these publications; this will be a big step in helping us to reduce our publications costs.

The Bureau of Land Management's order is being submitted in anticipation that these publications will be reprinted sometime during FY 2004. Actual revision and printing schedules will be developed by the originating agency and the Government Printing Office at a later date.

In order to take advantage of the prices available through this special program, please complete and return this request to the Bureau Printing Officer (BC-651) no later than June 11, 2003.

If you have any questions or require assistance, please contact Lee Campbell at (303) 236-9422.
The FAX number for submitting your requirements is (303) 236-9470.

Signed by:
Gery Behr
Acting Director, National Business Center

Authenticated by:
Lynne J. Lotvedt
Staff Assistant

1 Attachment
1 - Annual Publications Survey (3 pp)

Distribution
BC-651
ST-150, BLM Library

ANNUAL PUBLICATIONS SURVEY - FY 2004
Order Form

TITLE

QUANTITY

OFFICE OF PERSONNEL MANAGEMENT

- | | |
|---|-------|
| 1. Notice and Posting System | _____ |
| 2. Salary Table No. 2004, Executive Branch of the Government.
Also available at: http://www.opm.gov/oca | _____ |
| 3. OPM Organizational Directory of Key Officials | _____ |

MISCELLANEOUS

- | | |
|---|-------|
| 4. Directory of DCAA Offices | _____ |
| 5. Federal Energy Reports | _____ |
| 6. Federal Energy Guidelines, Statutes and Regulations | _____ |
| 7. List of Parties Excluded from Federal Procurement or
Nonprocurement Prog. | _____ |
| 8. Federal Travel Regulations and Subsequent Changes | _____ |
| 9. Commuted Rate Schedule | _____ |
| 10. Federal Acquisition Circulars | _____ |
| 11. General Wage Determinations Issued Under Davis-Bacon
and related Acts | _____ |
| 12. Occupational Outlook Handbook | _____ |
| 13. NARA Bulletin | _____ |

CONGRESSIONAL

- | | |
|--------------------------------|-------|
| 14. Daily Congressional Record | _____ |
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This is available on the Internet; if you wish to order a paper copy, please provide a fund code along with your quantity.

Please note, the following publications are no longer available in paper format, but may be found at the web site indicated:

Operating Manual – The Guide to Personnel Recordkeeping
<http://www.opm.gov/feddata/persdoc.html>

Operating Manual - SF-113 Summary Data Reporting System
<http://www.opm.gov/feddata/reporting.asp>

Operating Manual - The Guide to Processing Personnel Actions
<http://www.opm.gov/feddata/persdoc.html>

Operating Manual - The Federal Wage System
<http://www.opm.gov/oca/wage/>

Operating Manual - The Federal Wage System Non-appropriated Funds
<http://www.opm.gov/oca/wage/>

Operating Manual - Qualification Standards for General Schedule Positions:
<http://www.opm.gov/qualifications/>

Classification, Compensation, and Performance Reference Library
<http://www.opm.gov/fedclass>

Digest of Significant Classification Decisions and Opinions
<http://www.opm.gov/classapp>

Handbook of Occupational Groups and Families
<http://www.opm.gov/classapp>

U.S. Code, Title 5
<http://www.gpoaccess.gov>

Federal Civilian Workforce Statistics – Employment and Trends
<http://www.opm.gov/feddata/html/empt.html>

Significant Cases
<http://www.opm.gov/lmr/sc/index.html>